

Administrative Notice

AMS-06-04 1/19/06

SAFETY AND OCCUPATIONAL HEALTH POLICY STATEMENT

A safe and healthy work environment is critical to both the welfare of AMS employees and the operational efficiency of our programs. My philosophy and that of AMS is to strive to eliminate employee exposure to existing and potentially hazardous working conditions, and minimize losses incurred by the Agency, its employees, and the general public as a result of work-related injuries, illnesses, and property damage.

Employees at all levels shall conduct all work-related duties in a safe and responsible manner. Employees have the responsibility of reporting to their supervisor all safety and occupational health hazards or conditions that have a potential of leading to an injury or occupational illness. Unsafe and/or unhealthful conditions can be present in food packing and processing plants, in livestock, fruit and vegetable markets, laboratories, administrative offices, and everywhere else that AMS employees work. We all need to learn to recognize these hazards and work with supervisors, safety coordinators, and the AMS safety and health program manager to ensure we all have a safe work environment. When unsafe and/or unhealthful conditions are identified, supervisors must take positive and effective action to resolve the conditions and work with employees and applicable industry officials to make changes.

I encourage each of you to become involved in your program's efforts to limit the number of safety and occupational health hazards at your worksite. Employees and supervisors have separate but important responsibilities and obligations with respect to achieving safe and healthful working conditions. It is AMS' policy that employees work together in developing innovative methods, techniques and approaches for preventing and limiting injuries and occupational illnesses.

If we work together we can decrease workplace injuries and illnesses and create a work environment that is safer for all employees.

/s/

Lloyd C. Day
Administrator